

Minutes of the Chicopee Retirement Board monthly meeting held on January 12, 2012 at 2:00 p.m. in the Auditor's Conference Room.

Present: Members O'Shea, Mackechnie, Riley, Montcalm and Boronski.

The Chairman called the meeting to order at 2:10 p.m.

**A motion was made by Ms. Riley and seconded by Ms. Boronski to accept and approve the Minutes of the previous meeting held on December 15, 2011. These minutes will be placed on file. ALL IN FAVOR**

**A motion was made by Mr. Montcalm and seconded by Ms. Boronski to accept and approve the executive session minutes of the previous meeting held on December 15, 2011. These minutes will be placed on file. ALL IN FAVOR**

**A motion was made by Ms. Riley and seconded by Mr. Mackechnie to concur with the payment of warrants 38-40 and approve monthly expense warrant 1 for 2012. ALL IN FAVOR**

**The following people applied for membership in the system according to statute:**

Robert Desrosiers – Water Department

Wendy J. Seifert – School Department

Chelsea Guilbert – School Department

Gerard J. Roy – City Council

Laura J. Bienvenue – Electric Light Department

Stephanie A. Stetson – Electric Light Department

Lisa M. Padykula – Council on Aging

These members meet the membership requirements of the system. **A motion was made by Ms. Boronski and seconded by Mr. Mackechnie to approve membership. ALL IN FAVOR**

**INVESTMENTS-PERFORMANCE REVIEW:** SEI Investments and PRIM will be providing the board with the monthly report of their Investment Performance as of December 31, 2011 as soon as it is available. PRIM provided the board with the monthly report of their Investment Performance as of November 30, 2011.

**SCHEDULE OF BOARD MEETINGS:** The Retirement Board Meetings are normally held on the second Thursday of every month except for the following rescheduled meetings: 02/09/12 to 02/08/12. Any further changes will be updated monthly.

**REVIEW OF EXECUTIVE SESSION MINUTES:** The reasons for non-disclosure of the executive session minutes dated September 15, 2011 and December 15, 2011 still exist. **A motion was made by Ms. Boronski and seconded by Mr. Mackechnie to continue to retain these executive session minutes from non-disclosure. ALL IN FAVOR**

**The following person made a request for a refund according to statute:**

Thomas Piotrowski, School Department

This refund request was presented to the board for approval after the refund requirements according to statute were reviewed. A motion was made by Mr. Montcalm and seconded by Ms. Boronski to approve this refund request. ALL IN FAVOR

**The following person made a request for a retirement allowance according to statute:**

Patricia Murry – Housing Authority

After discussion and reviewing the statutory provisions for this retirement request, a motion was made by Ms. Boronski and seconded by Mr. Montcalm to approve this request for retirement. ALL IN FAVOR

A motion was made by Mr. Mackechnie and seconded by Ms. Riley to go into Executive Session as per M.G.L Chapter 39 Section 23B for the purpose of discussing the physical condition of two individuals. The board will then reconvene in open session. A roll call vote was taken as follows: Mr. Mackechnie, “yes”, Mr. Montcalm, “yes”, Ms. Riley, “yes”, Ms. Boronski, “yes” and Mr. O’Shea, “yes”.

At 2:25 p.m. the meeting went into executive session. The board will then reconvene in open session.

At 2:53 p.m. the board reconvened in open session.

**The following person made a request for an accidental disability retirement allowance according to statute:**

Joshua Thomas – Sanitation Department

After discussion and reviewing the reports and the statutory provisions for this retirement request, a motion was made by Mr. Montcalm and seconded by Mr. Mackechnie to table action and request more information regarding this application. ALL IN FAVOR

**The following request for Survivor Benefits was received according to statute:**

Ronald Chaban - deceased

This survivor benefit request was presented to the board for approval after the statute provisions were reviewed. Upon review of the information received, a motion was made by Ms. Boronski and seconded by Mr. Montcalm to table action and request additional information regarding this application. ALL IN FAVOR

**The following superannuation retirement allowance calculation was presented for approval according to statute:**

Elizabeth Cronan, Library

This superannuation retirement allowance calculation was presented to the board for approval after being calculated according to statute. A motion was made by Ms. Boronski and seconded by Mr. Montcalm to approve the superannuation retirement allowance calculation of this retiree. ALL IN FAVOR

**CME PROCESS:** We received notice from PERAC that one retiree was evaluated for possible return to service under M.G.L. Chapter 32, Section 8. At this time, this retiree is unable to perform the duties of the job, but may be subject to future evaluations. No Board action is necessary at this time.

**GROUP CLASSIFICATION:** The group classification of two positions in the Electric Light Department was reviewed. Upon review and board counsel, a motion was made by Ms. Boronski and seconded by Ms. Riley to put the two positions in a Group 4 classification. Four voted unanimously with Mr. Montcalm abstaining.

**PERAC MEMOS - 2011**

39. Chapter 176/Contracts
40. Same Sex Marriage Option Change (Section 55 of Chapter 176 of the Acts of 2011)
41. Mandatory Ethics Training
42. 2011 Disability Retiree Data
43. 840 CMR 10:10(3) & 10:15(4)-Annual Review of Medical Testing Fee
44. Taxation and Reporting Requirements Workbook, Form 1099R Overview

These memos were reviewed and placed on file.

**PERAC MEMOS - 2012**

1. Chapter 268A Compliance Pledge
2. Local Option Increasing Board Members' Stipend-Section 34 of Chapter 176 of the Acts of 2011
3. Tobacco Company List

These memos were reviewed and placed on file.

**REPORTS AND NOTICES:**

- o Trial Balance Report for the month of October
- o Checking Account Reconciliation Report for the month of November
- o PRIM Board 2011 Annual CAFR Report

These reports were reviewed and placed on file.

**PERAC CLASS FOR 2011 ANNUAL STATEMENT:** PERAC will be holding a workshop on the "2011 Annual Statement" at the Municipal Building in West Springfield on February 9, 2012. A motion was made by Ms. Boronski and seconded by Mr. Montcalm to approve the estimated expenses of \$10.00 to allow two people to attend this PERAC class. ALL IN FAVOR

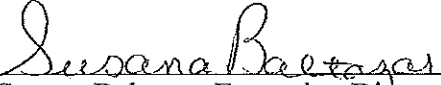
**NEW BUSINESS:** None

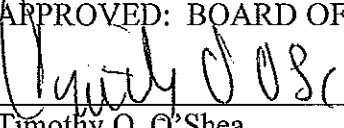
The next monthly meeting of the Board will be held on Wednesday, February 8, 2012 at 2:00 p.m.

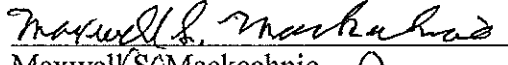
A motion was made by Ms. Boronski and seconded by Ms. Riley to adjourn the meeting at 3:17 p.m. ALL IN FAVOR

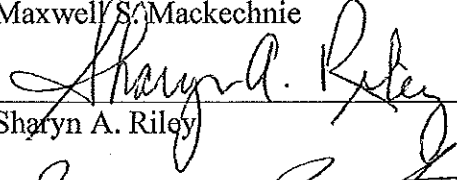
January 12, 2012

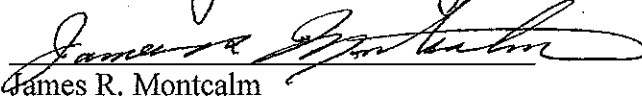
98

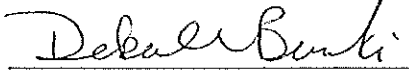
  
\_\_\_\_\_  
Susana Baltazar, Executive Director

APPROVED: BOARD OF RETIREMENT  
  
\_\_\_\_\_  
Timothy O. O'Shea

  
\_\_\_\_\_  
Maxwell S. Mackechnie

  
\_\_\_\_\_  
Sharyn A. Riley

  
\_\_\_\_\_  
James R. Montcalm

  
\_\_\_\_\_  
Debra A. Boronski